



Aditya Sharma

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Objective

Experienced Business Analyst with 3 years in the role, adept at leveraging advanced analytics tools to drive a revenue increase and orchestrating data-driven strategies resulting in a 25% boost in operational efficiency. Proficient in spearheading Agile transformations.

Experience

- AU SMALL FINANCE BANK** 11/07/2024 - 05/02/2025
CHANNEL BUSINESS MANAGER (Associate Business Analyst)
 - Participated in Conducting interviews, workshops, and surveys to gather detailed business requirements, ensuring alignment with organizational objectives.
 - Created comprehensive documentation, including business requirements documents and functional specifications (FRS), and assisted in designing IT solutions to meet business needs.
 - Developed and executed test plans and test cases, supported user acceptance testing (UAT), and identified and documented defects for resolution.
 - Acted as a liaison between business stakeholders and IT teams, facilitating effective communication and ensuring mutual understanding throughout the project lifecycle.
 - Provided training and support to end-users, created user manuals and training materials, and ensured effective use of new systems and processes.
- ICICI BANK** 11/07/2023 - 10/07/2024
Deputy Manager (Business Analyst)
 - Conducted detailed requirement elicitation sessions with business stakeholders and SMEs to capture high-level and functional needs.
 - Prepared and maintained BRD, FSD, and SRS as per waterfall phase planning.
 - Created use case diagrams and activity diagrams using MS Visio to visualize user-system interaction.
 - Designed wireframes using Balsamiq to provide visual representations of UI elements.
 - Collaborated with development and QA teams to ensure requirements were clearly translated into technical specifications.
 - Maintained Requirements Traceability Matrix (RTM) to track requirements through the project lifecycle.
 - Assisted in the User Acceptance Testing (UAT) phase by coordinating test case creation, defect tracking, and final sign-off.
- Electronica Finance Ltd - NBFC** 01/02/2022 - 05/07/2023
Business Analyst
 - Gathered, analyzed, and documented business requirements from sales and marketing teams, translating them into clear BRDs and FRDs.

- Conducted stakeholder interviews and JAD sessions to identify system gaps and user needs.
- Collaborated with development and QA teams in Agile sprints, assisting with backlog grooming and sprint planning.
- Created use case diagrams, activity diagrams, and mockup wireframes for new modules using MS Visio and Balsamiq.
- Supported UAT by preparing test cases and coordinating with end users to validate functionality.
- Worked with Tableau and Excel to generate dashboards on lead conversions, revenue trends, and customer segmentation.

- **Bajaj Finserv**
Internship

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- **Wordbox**
Internship

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Education

- **DR D Y PATIL BUSINESS SCHOOL** 2021-2023
PGDM- MARKETING
- **PUNE UNIVERSITY** 2018-2021
BACHELOR OF ART
- **Holy Cross Convent School, Ambikapur** 2018
Class 12th - CBSE
- **Holy Cross Convent School, Ambikapur** 2016
10th - CBSE

Skills

- Management Skills
- Network building
- Negotiation
- Microsoft Office 365
- Leadership
- Use Case
- BRD|FRD|FSD|SRS
- Epics
- Elicitation and Gathering Requirements
- UML and Data Flow Modelling
- User Stories
- Agile and Waterfall Methodologies
- Gap Analysis
- Wireframe and Mockup
- Handling change Request
- Stakeholders Management
- Requirement Prioritization
- SQL
- CRM

Achievements & Awards

- Appreciation Certificate from ICICI Bank for Excellent Team Work

Tools

- Microsoft Visio
- Balsamiq

- JIRA
- Confluence
- Ms Excel
- My SQL
- MS Office
- Axure